



Department of Administrative Services Customer and Employee Relations **Job Announcement**

ANNOUNCEMENT #: 200653

POSITION: Business Analyst 2

LOCATION: State Purchasing
Knowledge Center Section
200 Piedmont Avenue
13th Floor, West Tower
Atlanta, GA

APPLICATION DEADLINE: 09/27/06

WHO MAY APPLY: All Applicants

PAY GRADE: 15

PAY GRADE SALARY RANGE: \$2,877.78-\$5,040.60 per month

GENERAL DESCRIPTION: Join the State of Georgia and lead us through a transformation in adopting best practices in procurement.

The Business Analyst 2 analyzes customer business needs and participates in or conducts the planning, analysis and design phases, and the development, maintenance, and/or enhancement of statewide and internal automated computer systems/sub-systems. Acts as consultant for department personnel as the business area expert and/or applications expert. Serves as liaison between the customer and internal/external project teams. Develops or participates in the establishment of standards and procedures to be used during new project implementation or enhancements to existing systems/sub-systems. Participates in evaluation of new and existing technologies and methodologies to improve system development, services, and efficiency. Provides customer support in the maintenance of systems. Differs from a Business Analyst in that it is responsible for more complex projects and/or handles assignments across program areas. Is able to apply various methodologies and approaches throughout project lifecycle.

MINIMUM QUALIFICATIONS: Four years of full-time work experience in automated systems development and/or maintenance, which included assisting/training individual or group users of systems; identifying and analyzing systems problems and/or implementing and converting systems.

OR

Six years of full-time professional level work experience in the programmatic area of assignment which required competencies in the application of business or program functions associated with the storage, accessing, and/or retrieval of information in manual or automated data systems, information analysis, and report generation.

PREFERRED QUALIFICATIONS: Preference will be given to applicants who, in addition to meeting the minimum qualifications, possess one or more of the following:

- Completion of an undergraduate degree from an accredited college or university in Business Administration or Computer Information Systems
- Experience with e-procurement applications
- Experience using PeopleSoft Financials 7.2 or 8.8
- Experience as a lead worker or business analyst in procurement